

RHA 67th Session Attendance Policy

Preamble: This document details the attendance policy set by the RHA Executive Vice President, from henceforth referred to as EVP, for the 67th session. Each member of the assembly has a responsibility of consistent attendance to the assembly and are required to attend all as stated in the bylaws of the constitution.

Present: An RHA Representative will be recorded as present if they are present for at least 75% of the meeting time. RHA Representatives should check in with EVP to be marked as present before the meeting is called to order. If a Representative is either late or forgets to check in with the EVP, it is their responsibility to make sure that the EVP has marked them as present. In the absence of the EVP, another EBoard member will be delegated to take attendance for the meeting.

Tardy: If an RHA Representative is late and attends a meeting for less than 75% of the meeting time, they will be marked absent unless they are excused by the EVP.

Proxy: If for health (either mental and/or physical), academic, family, or other acceptable reasons a Representative is unable to attend a meeting of the RHA Assembly, the Representative may have an acceptable proxy stand in their place and fulfill their duties temporarily as stated in the bylaws. Other acceptable reasons are commitments to the Representative's hall council and residence hall due to it aligning with RHA's purpose of creating a strong and vibrant community in said residence hall. If both RHA Representatives of a hall council will be absent, both Representatives will have to have a unique proxy. In the case where one proxy is sent for both Representatives, the Representative who asked for the proxy will be marked as such while the other will be marked absent. A proxy does not have to be a member of the hall council (although it is preferable) but must be a University of Michigan student living within the same dorm as the representative they are proxying for. Representatives can have proxies attend for them a maximum of 20% of each semester's meetings unless further need is approved by the EVP. A proxy will be required to check in with the EVP before the meeting is called to order.

Unexcused Absences: An absence will be excused when unforeseen obstacles prevent a Representative from attending a meeting. These will be reviewed by the EVP on a case by case basis. It is expected that a Representative will make the EVP aware of an absence as soon as they are aware. The sending of a proxy does not count as an unexcused absence as long as the proxy is recorded as present. More than one unexcused absence a semester will result in a meeting check-in with the EVP.

Ways to reach Jes/EVP

- rha.evp@umich.edu
- Office Hours: <https://calendar.app.google/rfibeX4dqeHYiaKv9>